

ER-4-9804

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Training - 3

DEC 15 1953

MEMORANDUM FOR: Chief of Administration
Office of the Deputy Director (Plans)

25X1A9a SUBJECT: [REDACTED] - Training

25X1A

25X1A6a

1. On 10 December 1953, the DD/A Career Service Board recommended that [REDACTED], Administrative Officer, GS-9, [REDACTED] receive appropriate basic intelligence and administrative training. This recommendation, in which you concurred, has been approved.

25X1A9a

2. Since Mr. [REDACTED] has returned from his overseas assignment, it is requested that, if possible, he be scheduled to attend the next BIC (CS), followed by the Administrative Support Course.

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LAWRENCE R. HOUSTON
Acting Deputy Director
(Administration)

ES/DDA/CSB:DST:vcd (14 Dec 53)

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